

**REGULAR MEETING, BOARD OF COUNTY COMMISSIONERS
ROLETTE COUNTY**

The board convened at 9:00 A.M on April 7, 2020 with members Poitra, LaRocque, Moors and Albert present. Chairman Boucher presiding. Also present Mike Stewart, Nathan Gustafson, Sarah Bruce, Kandace Desjarlais and Brian Grosinger. The meeting was held via conference call.

Department Officials gave reports on impacts on of their respective offices due to the COVID-19 pandemic. The buildings are still closed to the public and some of the departments are trying to get set up to work from home.

Motion by LaRocque, seconded by Albert to approve the minutes from the previous meeting. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

The board opened proposals for park attendant for the upcoming year at this time. Motion by Albert, seconded by LaRocque to approve the low bid, received from Pete Morin in the amount of \$270/week. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

Motion by Poitra, seconded by LaRocque to approve Joint Election Agreement with the City of Dunseith for the upcoming elections this year. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

The board discussed the Navigational Buoy Permit for Lake Upsilon, and tabled until the next meeting.

The board then met with Attorney Reed Soderstrom, and Kenny Azure, representing Turtle Mountain Public Utilities and Attorney Alisha LaCounte, representing Turtle Mountain Band of Chippewa concerning a Development Project Agreement between Rolette County and Turtle Mountain Public Utility Commission for collaboration between the two entities to be eligible for additional State Water Commission cost share assistance on water development projects. The draft was reviewed and much discussion on the impact of an agreement. Motion by Albert to enter into MOU on behalf of Rolette County residents for collaboration with Turtle Mountain Public Utilities Commission to seek State Water Commission cost share assistance on water development projects. Commissioner Poitra questioned sewer permitting language in the agreement, and Mr. Grosinger stated that the current jurisdiction for permits does not change only cooperation on new infrastructure. On roll call vote, members Moors, Albert and Boucher voted "AYE". Members Poitra and LaRocque voted "NAY". Motion carried.

Wendy Belgarde, Tax Director met with the board at this time regarding application for abatement of taxes for Marla F Davis. Motion by LaRocque, seconded by Poitra to approve application for Marla F Davis for homestead credit of 60% for 2017 and 2018 and 80% for 2019 taxes, on parcel #26601 & 26600. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

Barb Frydenlund, Public Health Administrator then gave an update on COVID-19 activities throughout the county. There are currently no cases in Rolette County, but they have been working with the medical facilities, media campaigns for the public, and looking at plans for Mass immunization clinic if needed.

The board then opened bids for Graveling for the upcoming year. Motion by Moors to accept the low bid at \$1.90 for the first three miles plus .35 for each additional mile. There being no second by motion died. Motion by Albert, seconded by Moors to reject all bids for gravel hauling. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

Motion by Albert, seconded by LaRocque, to set the rate for hauling at \$1.90 for the first 3 miles plus .35 for each additional mile and loading using private loader at .90. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

The board then discussed bids received for Stock Piling crushed gravel. Bid from B & J Excavating was \$4.50/yd. and Mikkelson Aggregates was \$3.25/yd, but Mikkelson is not available until July. After much discussion, motion by Albert, to authorize the Road Supervisors to negotiate with the contractors and pay \$4/yd if they will crush in May, and decrease to \$3.25 if crushing is not done until July. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

Motion by Albert, seconded by Moors to approve purchase of 2001 Witzco Lowboy Trailer in the amount of \$22,000 for the road department. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

The board opened bids received from True North Steel for furnishing Rolette County with metal culverts and Forterra for furnishing concrete culverts, for the ensuing year and from Butler for cutting edges. Motion by Albert, seconded by Poitra to accept all bids. On roll call vote, all commissioners voted "AYE". Motion unanimously carried.

The board then opened bids for Annual Lease Rental at this time, from Butler Machinery and RDO Equipment for furnishing Rolette County with proposals for Annual Lease Rental of earth moving equipment. Motion by Moors, seconded by Albert to accept bids for Annual Lease Rental. On roll call vote, all commissioners "AYE". Motion unanimously carried.

The board then discussed road supervision at length and how to proceed if they hire a road supervisor and job description and duties. The board will review and bring back recommendations to the next meeting.

The board then discussed laptop for the Veteran Service Officer to work from home. Motion by LaRocque to approve purchase up to \$1000 for laptop for the Todd Poitra, VSO to use at home and work remotely due to COVID-19. Discussion if other offices could do the same. Motion by Albert, seconded by Poitra to amend the motion to allow all departments to purchase equipment necessary up to \$1000, to work remotely due to the Covid Pandemic. On roll call vote, all commissioners "AYE" on the amendment. Motion unanimously carried. The board then voted on the amended motion. On roll call vote, all commissioners "AYE". Motion unanimously carried.

On motion and unanimously approved, the following reports and statement of fees were received and filed: Sheriff, \$31,616.27; Recorder \$3,691, Recorder Preservation Fees, \$225; Recorder State Fees, \$70 and Treasurer's Total Collections, \$381,420.41 and Auditor's Total Payments, \$1,765,920.50 and the following county bills be allowed and ordered paid:

CHECK #	VENDOR	AMOUNT	DATE
700708	QUADIENT LEASING USA INC	\$660.00	4/7/2020

700710	QUADIENT FINANCE	\$1,533.70	4/8/2020
700711	COMMERCIAL CARD SOLUTIONS	\$6,507.49	4/16/2020
700715	ND PUBLIC EMPLOYEES RETIREMENT	\$25,298.97	4/28/2020
51866	JC JOHNSON	\$22,000.00	4/3/2020
51867	AFLAC	\$1,660.77	4/7/2020
51868	AMERITAS LIFE INSURANCE CORP	\$516.84	4/7/2020
51869	AUTO VALUE PARTS STORES	\$592.26	4/7/2020
51870	BILLS SERVICE	\$47.97	4/7/2020
51871	CENEX FLEETCARD	\$206.85	4/7/2020
51872	CITY OF ROLLA	\$355.24	4/7/2020
51873	CITY OF ST JOHN	\$97.00	4/7/2020
51874	COLONIAL SUPPLEMENTAL INS	\$340.13	4/7/2020
51875	COLE PAPERS INC	\$2,002.93	4/7/2020
51876	DALES CASH SUPPLY	\$1,470.28	4/7/2020
51877	DF LIGHTING COMPANY	\$449.40	4/7/2020
51878	DOUG AND MARYS JACK AND JILL	\$13.87	4/7/2020
51879	DSM INC	\$310.50	4/7/2020
51880	DUNSEITH HARDWARE	\$80.86	4/7/2020
51881	FARM AND HOME PUBLISHERS LTD	\$375.00	4/7/2020
51882	GRAND FORKS COUNTY	\$638.17	4/7/2020
51883	GOOD SOURCE SOLUTIONS	\$776.00	4/7/2020
51884	GREATWEST LIFE AND ANNUITY	\$100.00	4/7/2020
51885	HA THOMPSON AND SONS	\$1,785.00	4/7/2020
51886	INFORMATION TECHNOLOGY DEPT	\$8,080.40	4/7/2020
51887	INTERSTATE POWER SYSTEMS INC	\$2,432.20	4/7/2020
51888	J AND M SERVICE STATION	\$152.52	4/7/2020
51889	JOC INC	\$1,081.83	4/7/2020
51890	JOE KAUFMAN	\$200.00	4/7/2020
51891	LAKE REGION LAW ENFORCEMENT	\$1,040.00	4/7/2020
51892	LEGACY COOPERATIVE	\$1,191.80	4/7/2020
51893	MARCO INC	\$1,079.91	4/7/2020
51894	MARCO INC	\$663.98	4/7/2020
51895	TOM MCCLOUD	\$1,850.00	4/7/2020
51896	MEARS IMPLEMENT	\$86.85	4/7/2020
51897	MEDICO LIFE & HEALTH INSURANCE	\$385.75	4/7/2020
51898	MUNRO ACE HARDWARE	\$105.16	4/7/2020
51899	NDACO RESOURCES GROUP	\$2,956.05	4/7/2020
51900	ND COMMUNITY CORRECTIONS ASSOC	\$38.00	4/7/2020
51901	NORTH DAKOTA TELEPHONE CO	\$258.12	4/7/2020
51902	ND WEED CONTROL ASSOCIATION	\$275.00	4/7/2020
51903	NODAK STORE INC	\$517.21	4/7/2020
51904	NORTH CENTRAL ELECTRIC COOP	\$234.00	4/7/2020
51905	NORTHERN PLAINS ELECTRIC COOP	\$692.00	4/7/2020
51906	DOROTHY HENRY	\$695.00	4/7/2020
51907	MICHELLE LAFLOE	\$320.00	4/7/2020
51908	CAROL GOURNEAU	\$770.00	4/7/2020
51909	JAN BIRKLAND	\$1,030.00	4/7/2020
51910	KELLIE SCHROEDER	\$720.00	4/7/2020
51911	LEEVERS FOODS	\$34.37	4/7/2020
51912	CHARITY DECOTEAU	\$914.28	4/7/2020
51913	MARILYN POITRA	\$1,508.62	4/7/2020
51914	OFFICE DEPOT	\$234.80	4/7/2020
51915	OTTERTAIL POWER COMPANY	\$1,266.42	4/7/2020
51916	PAULY JAIL BUILDING CO INC	\$2,597.00	4/7/2020
51917	TODD POITRA	\$103.50	4/7/2020
51918	POMPS TIRE SERVICE INC	\$605.15	4/7/2020
51919	POWERPLAN OIB	\$211.65	4/7/2020

51920	PRIDE DAIRY	\$80.40	4/7/2020
51921	QUILL CORPORATION	\$64.94	4/7/2020
51922	ROLLA IMPLEMENT	\$40.98	4/7/2020
51923	SQUARE DEAL GROCERY	\$13.74	4/7/2020
51924	SYSCO NORTH DAKOTA	\$4,755.98	4/7/2020
51925	THEEL MOTORS INC	\$55.13	4/7/2020
51926	TURTLE MTN PUBLIC	\$20.50	4/7/2020
51927	TRI CARE HOME HEALTH	\$1,075.00	4/7/2020
51928	TUOMALA PLUMBING AND HEATING	\$202.88	4/7/2020
51929	TM STAR	\$1,281.72	4/7/2020
51930	TM STAR	\$38.00	4/7/2020
51931	TM COMMUNICATIONS	\$1,739.71	4/7/2020
51932	TM COMMUNICATIONS	\$1,007.60	4/7/2020
51933	TWEED COUNTRY AG	\$98.57	4/7/2020
51934	UNITED LEASE AND FINANCE INC	\$27,930.54	4/7/2020
51935	UNDERGROUND VAULT AND STORAGE	\$420.00	4/7/2020
51936	VERIZON WIRELESS	\$147.30	4/7/2020
51937	SCHWEIGERT KLEMIN	\$519.46	4/8/2020
51938	ND ASSOCIATION OF COUNTIES	\$923.69	4/14/2020
51939	AYRTON YOZAMP	\$36.13	4/21/2020
51940	BOTTINEAU COURANT	\$110.70	4/21/2020
51941	BUTLER MACHINERY COMPANY	\$17,470.84	4/21/2020
51942	CITY OF ROLLA	\$823.26	4/21/2020
51943	COLE PAPERS INC	\$867.34	4/21/2020
51944	DALES CASH SUPPLY	\$288.98	4/21/2020
51945	DAVIS TRUCK AND CAR WASH	\$118.00	4/21/2020
51946	DEPT OF CORRECTIONS AND REHAB	\$300.00	4/21/2020
51947	HAAS TIRE	\$268.00	4/21/2020
51948	INFORMATION TECHNOLOGY DEPT	\$1,550.00	4/21/2020
51949	KITTLESONS TRUCK REPAIR	\$85.00	4/21/2020
51950	LEGACY COOPERATIVE	\$42.75	4/21/2020
51951	LANGUAGE LINE SERVICES	\$30.00	4/21/2020
51952	MARCO INC	\$1,079.91	4/21/2020
51953	MARCO TECHNOLOGIES LLC	\$141.04	4/21/2020
51954	MIDCONTINENT COMMUNICATIONS	\$61.47	4/21/2020
51955	MUNRO ACE HARDWARE	\$37.12	4/21/2020
51956	ND STATE RADIO COMMUNICATIONS	\$360.00	4/21/2020
51957	NDSU EXTENSION	\$11,444.29	4/21/2020
51958	NEWMAN TRAFFIC SIGNS	\$519.52	4/21/2020
51959	OFFICE DEPOT	\$483.63	4/21/2020
51960	OTTERTAIL POWER COMPANY	\$3,065.78	4/21/2020
51961	PHARMCHEM INC	\$114.20	4/21/2020
51962	PRIDE DAIRY	\$80.40	4/21/2020
51963	ROLLA DRUG INC	\$22.18	4/21/2020
51964	SYSCO NORTH DAKOTA	\$1,074.80	4/21/2020
51965	THOMSON REUTER WEST	\$182.94	4/21/2020
51966	TUOMALA PLUMBING AND HEATING	\$616.48	4/21/2020
51967	WESTSIDE C STORE	\$71.61	4/21/2020
	ROAD DEPT MAR PAYROLL	\$32,073.47	
	GEN, L-ENF, ETC MAR PAYROLL	\$168,240.78	
	TOTAL BILLS	\$384,227.56	

Motion by Albert, seconded by LaRocque and unanimously approved, the board then adjourned to April 14, 2020.

April 14, 2020

The board convened at 9:00 A.M., April 14, 2020 members LaRocque, Moors, Albert and Poitra present. Member Boucher presiding by conference call in special session. Also present Mike Stewart, Brian Grosinger, Kandace Desjarlais, Tracy Davis, Barb Frydenlund, Public Health and City officials Shelly Counts, Kim Azure, and John Hardy.

Mike Stewart reported on programs available to public and trying to field calls and pass along information from the state. Barb Frydenlund reported on activities in her office working with the COVID-19 pandemic, and Rolette County has 1 case at this time. Kandace is getting ready to work from home, still waiting on phone transfer, and will work remotely with someone in the office several days per week. Sarah Bruce is still trying to set up to work from home. Brian noted that the court continues to do most of the appearances by phone, and otherwise the same as previous. Val McCloud, reported that deputy is working remotely as needed and election preparations in the works. The board discussed reports with the departments. No action was taken.

Motion by Poitra, and unanimously approved, the board then adjourned to April 21, 2020.

April 21, 2020

The board convened at 9:00 A.M., April 21, 2020 members Albert, LaRocque, Moors, and Poitra present. Member Boucher presiding by conference call. Also present was Brian Grosinger, Kandace Desjarlais, Sarah Bruce, Tracy Davis, Mike Stewart, Nathan Gustafson, and Barb Frydenlund.

The various departments again gave reports. Sheriff Gustafson reported that his department was going to be business as normal, although no fingerprints yet. Mike Stewart is working with businesses on programs available, Kandace is set up to work remotely 3 days per week, no change for Clerk of Court or State's Attorney. Sarah Bruce reported that she is still getting set up to work remotely. Val McCloud reported on progress with the Mail Ballot election and tax foreclosure process.

Barb Frydenlund reported that testing is increasing throughout the state, in targeted areas and the state plans to increase even more. Trying to work information for the public on guidelines to follow, such as social distancing, use of masks, washing hands, etc.

Motion by Moors, seconded by LaRocque to accept the low bid received from Close Construction for Project SC-4006(067) in the amount of \$523,570.18 for sliver widening project from St. John to ND 30. On roll call vote, all commissioners "AYE". Motion unanimously carried.

Motion by LaRocque, seconded by Albert to approve final payment for Project SC-CNO\C 4006(066) in the amount of \$3,456.27 to NDDOT. On roll call vote, all commissioners "AYE". Motion unanimously carried.

The board then discussed report from the Human Service Zone Board, which Commissioner Poitra had questions regarding the handling of IV-E cases. Commissioner Albert to get more information on this. Report from Commissioner LaRocque and Poitra on Housing Authority Board. After discussion on current administrator Paula Schuh, Commissioner LaRocque will contact her to meet with the entire board. Report from Commissioners Moors and LaRocque on

the road committee on gravel crushing, and crack sealing will begin. The board then discussed Road Supervisor position. After much discussion, motion by Albert, seconded by Poitra to establish a Road Supervisor position. On roll call vote, commissioners LaRocque, Poitra, Albert and Boucher voted "AYE". Commissioner Moors, voted "NAY". Motion carried.

Motion by Albert, seconded by Moors to move the 1984 Chevrolet Pickup to Rolette to use for spraying. On roll call vote, all commissioners "AYE". Motion unanimously carried.

Motion by LaRocque, seconded by Moors to approve raffle permit for the Turtle Mountain Wildlife Club. On roll call vote, all commissioners "AYE". Motion unanimously carried.

The board then discussed approval from April 7th for departments to purchase equipment to work remotely. After discussion, motion by Albert to increase the threshold to purchase equipment before board approval to \$1500, during the COVID-19 pandemic, and then it will revert back to \$1000. On roll call vote, all commissioners "AYE". Motion unanimously carried.

Motion by LaRocque, seconded by Poitra, and unanimously approved, the board then adjourned to April 28, 2020.

April 28, 2020

The board convened at 9:00 A.M., April 28, 2020 members Albert, LaRocque, Moors, and Poitra present. Member Boucher presiding by conference call, in special session. Also present was Brian Grosinger, Kandace Desjarlais, Sarah Bruce, Tracy Davis, Mike Stewart, Nathan Gustafson, and Barb Frydenlund.

The various offices again gave reports of activities in the past week. Most departments had little change. Recorder and Treasurer office are not able to work remotely and have been. VSO has laptop on order to begin working remotely. Barb Frydenlund reported testing is increasing and there will be a drive thru testing on the reservation this week. Rolette County still has only 1 confirmed case.

Motion by Poitra, seconded by LaRocque and unanimously approved, the board then adjourned to May 5, 2020.

Merle Boucher
Chairman, Board of County Commissioners
Rolette County, North Dakota

ATTEST

Valerie McCloud
Rolette County Auditor